

# ORDER FOR SUPPLIES OR SERVICES

PAGE OF PAGES

1 2

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

|  |  |   |  |   |             |   |               |                          |
|--|--|---|--|---|-------------|---|---------------|--------------------------|
| 1. DATE OF ORDER<br>03/01/2011   |  | 2. CONTRACT NO. (If any)<br>EP-W-11-022   |  | 6. SHIP TO:   |             |   |               |                          |
| 3. ORDER NO.<br>0001   |  | 4. REQUISITION/REFERENCE NO.<br>PR-OAR-11-00749   |  | a. NAME OF CONSIGNEE<br>LAUREN PITCHER  |             |   |               |                          |
| 5. ISSUING OFFICE (Address correspondence to)<br>HPOD<br>US Environmental Protection Agency<br>Headquarters Procurement Operations<br>Ariel Rios Building<br>1200 Pennsylvania Avenue, NW<br>Washington DC 20460   |  |   |  | b. STREET ADDRESS<br>US EPA<br>OAR / CPPD<br>1310 L STREET, NW  |             | c. CITY<br>WASHINGTON   |               |                          |
|  |  |   |  | d. STATE<br>DC  |             | e. ZIP CODE<br>20005  |               |                          |
| 7. TO:   |  |   |  | f. SHIP VIA   |             |   |               |                          |
| a. NAME OF CONTRACTOR<br>CADMUS GROUP, INC. THE  |  |   |  | 8. TYPE OF ORDER  |             |   |               |                          |
| b. COMPANY NAME  |  |   |  | <input type="checkbox"/> a. PURCHASE<br><input checked="" type="checkbox"/> b. DELIVERY   |             |   |               |                          |
| c. STREET ADDRESS<br>57 WATER STREET   |  |   |  | REFERENCE YOUR:<br><br>Please furnish the following on the terms and conditions specified on both sides of this order and on the attached sheet, if any, including delivery as indicated. |             |   |               |                          |
| d. CITY<br>WATERTOWN   |  | e. STATE<br>MA  |  | f. ZIP CODE<br>024724603  |             | Except for billing instructions on the reverse, this delivery order is subject to instructions contained on this side only of this form and is issued subject to the terms and conditions of the above-numbered contract. |               |                          |
| 9. ACCOUNTING AND APPROPRIATION DATA<br>See Schedule   |  |   |  | 10. REQUISITIONING OFFICE<br>OAR/OAP/CPPD   |             |   |               |                          |
| 11. BUSINESS CLASSIFICATION (Check appropriate box(es))  |  |   |  |   |             | 12. F.O.B. POINT  |               |                          |
| <input type="checkbox"/> a. SMALL<br><input type="checkbox"/> d. WOMEN-OWNED<br><input checked="" type="checkbox"/> b. OTHER THAN SMALL<br><input type="checkbox"/> e. HUBZone<br><input type="checkbox"/> c. DISADVANTAGED<br><input type="checkbox"/> f. EMERGING SMALL BUSINESS<br><input type="checkbox"/> g. SERVICE-DISABLED VETERAN-OWNED |  |   |  |   |             | Destination   |               |                          |
| 13. PLACE OF   |  | 14. GOVERNMENT B/L NO.  |  | 15. DELIVER TO F.O.B. POINT<br>ON OR BEFORE (Date)  |             | 16. DISCOUNT TERMS  |               |                          |
| a. INSPECTION<br>Destination   |  | b. ACCEPTANCE<br>Destination  |  |   |             |   |               |                          |
| 17. SCHEDULE (See reverse for Rejections)  |  |   |  |   |             |   |               |                          |
| ITEM NO.<br>(a)  | SUPPLIES OR SERVICES<br>(b)  |   |  | QUANTITY ORDERED<br>(c)   | UNIT<br>(d) | UNIT PRICE<br>(e)   | AMOUNT<br>(f) | QUANTITY ACCEPTED<br>(g) |
|  | TASK ORDER #0001 - MEDIA AND COMMUNICATIONS SUPPORT FOR ENERGY STAR COMMERCIAL AND INDUSTRIAL BRANCH<br>TOPO: LAUREN PITCHER |   |  |   |             |   |               |                          |
|  | Continued ...  |   |  |   |             |   |               |                          |
| 18. SHIPPING POINT   |  | 19. GROSS SHIPPING WEIGHT   |  | 20. INVOICE NO.   |             | 17(h) TOTAL (Cont. pages)   |               |                          |
| 21. MAIL INVOICE TO:   |  |   |  |   |             |   |               |                          |
| a. NAME  |  | RTP Finance Center  |  |   |             | \$170,861.00  |               |                          |
| b. STREET ADDRESS (or P.O. Box)  |  | US Environmental Protection Agency<br>RTP-Finance Center<br>Mail Drop D143-02<br>109 TW Alexander Drive |  |   |             |   |               |                          |
| c. CITY  |  | Durham  |  | d. STATE<br>NC  |             | e. ZIP CODE<br>27711  |               |                          |
|  |  |   |  |   |             | \$170,861.00  |               |                          |
| 22. UNITED STATES OF AMERICA BY (Signature)  |  |   |  | 23. NAME (Typed)<br>Sharron Doherty<br>TITLE: CONTRACTING/ORDERING OFFICER  |             |   |               |                          |

**ORDER FOR SUPPLIES OR SERVICES**  
**SCHEDULE - CONTINUATION**

PAGE NO

2

IMPORTANT: Mark all packages and papers with contract and/or order numbers.

DATE OF ORDER

CONTRACT NO.

03/01/2011

EP-W-11-022

ORDER NO.

0001

| ITEM NO.<br>(a) | SUPPLIES/SERVICES<br>(b)  | QUANTITY<br>ORDERED<br>(c) | UNIT<br>(d) | UNIT<br>PRICE<br>(e) | AMOUNT<br>(f) | QUANTITY<br>ACCEPTED<br>(g) |
|-----------------|---|----------------------------|-------------|----------------------|---------------|-----------------------------|
| 0001            | <p>Admin Office:<br/>HPOD<br/>US Environmental Protection Agency<br/>Headquarters Procurement Operations<br/>Ariel Rios Building<br/>1200 Pennsylvania Avenue, NW<br/>Washington DC 20460</p> <p>Accounting Info:<br/>11-12-B-58E3-105A46CP3-2505-1158EE1208-001<br/>BFY: 11 EFY: 12 Fund: B Budget Org: 58E3<br/>Program (PRC): 105A46CP3 Budget (BOC): 2505<br/>DCN - Line ID: 1158EE1208-001<br/>Period of Performance: 03/01/2011 to<br/>02/29/2012</p> <p>Media &amp; Communications Support for ENERGY<br/>STAR Commercial and Industrial Branch</p> <p>Project Plan and budget estimate for<br/>\$683,444.00 and 5,111 hours is approved.<br/>Funding in the amount of \$170,861.00 is<br/>provided. An additional \$512,583.00 is<br/>needed to fully fund this order, will be<br/>provided via modification signed by the<br/>Contracting Officer, and is subject to the<br/>availability of appropriated funds.</p> |                            |             |                      | 170,861.00    |                             |

TOTAL CARRIED FORWARD TO 1ST PAGE (ITEM 17(H))

\$170,861.00

AUTHORIZED FOR LOCAL REPRODUCTION  
PREVIOUS EDITION NOT USABLE

OPTIONAL FORM 348 (Rev. 4/2006)

Prescribed by GSA FAR (48 CFR) 53.213(f)

**Contract Number: ??**

**Task Order Number: ???**

**Task Order Contract Officer Representative (TOCOR): Lauren Pitcher**

**Task Order Title: Media and Communications Support for ENERGY STAR  
Commercial and Industrial Branch**

**Period of Performance: March 1, 2011 – September 30, 2011**

## **STATEMENT OF WORK**

### **I. BACKGROUND AND OBJECTIVE**

The Environmental Protection Agency's Climate Protection Partnerships Division (CPPD) is responsible for an array of innovative, voluntary pollution prevention programs that reduce pollution by creating and expanding markets for energy efficiency and energy efficiency products. The primary goal of these programs, individually and collectively, is to reduce emissions of greenhouse gases and other pollutants through reduced energy consumption, and to focus on opportunities to increase energy efficiency and profitability at the same time.

The objective of this Statement of Work (SOW) is to provide for media relations support, development of creative materials and services, and other media/communications efforts, as directed by the EPA TOCOR, for the ENERGY STAR Commercial and Industrial Branch (ESCIB). ESCIB promotes improved energy performance for buildings and plants. It includes the Industrial Group and the Market Sectors Group (MSG) which covers the following sectors: commercial real estate, corporate real estate, hospitality, retail, healthcare, education (K-12 schools and higher education), small business, congregations, entertainment, and government.

Any new materials or support for activities under this SOW will reflect the broader ENERGY STAR brand and messages, as well as key ESCIB messages.

### **II. SPECIFIC TASKS**

#### **Task 1: MANAGEMENT/PLANNING/MEETING SUPPORT**

The Contractor shall develop a work plan, in accordance with the contract, to indicate how work will be carried out to provide media and communications support described in this SOW. The Contractor will also prepare monthly reports detailing activities and level of effort. The Contractor shall meet with the TOCOR for a kick-off meeting to discuss work needed to carry out this task order including determining work priorities and specific deliverable dates. The Contractor shall then meet with the TOCOR via bi-weekly conference calls. Also covers other activities as directed by the TOCOR.

#### **Task 2: MEDIA RELATIONS SUPPORT FOR ESCIB**

The Contractor shall provide media relations support for key 2011 ESCIB announcements. As directed by the TOCOR, media support will include assistance in:

- Developing a complete media strategy for major announcements and some additional activities
- Providing guidance/direction for strategy implementation including development of an action plan and schedule
- Strategy implementation, including developing key messages and pitch points
- Assistance with media inquiries as needed

The Contractor shall assist with the following media activities, as directed by the TOCOR, based on priorities and resources:

- Strategy, Pitching, & Follow Up: 2011 National Building Competition
- Strategy, Pitching, & Follow Up: Top 10 Cities ES Qualified Buildings
- Strategy, Pitching, & Follow Up: Designed to Earn
- Media Analyses and Recaps
- Others as directed by TOCOR

**Deliverables:** As specified by the TOCOR

### **Task 3: CREATIVE MATERIALS AND SERVICES**

The contractor shall develop and produce creative materials (including design, layout, and content) and collateral pieces supporting activities under this Contract.

All creative work shall be original and shall be submitted to EPA in such form as specified in the Task Order, for critical review and approval by the TOCOR. Specifications for those creative efforts printed through the EPA will be provided through the direction of the TOCOR. The Contractor shall perform duplications as specified in the Task Order and technical direction issued by the EPA, in accordance with the "Printing" clause of the Blanket Purchase Agreement. Maintenance of all creative files, tapes, materials, slides, negatives and any other items produced by the Contractor, on behalf of the EPA, is required.

Creative and collateral pieces shall include, but are not limited to:

- Creative templates for EPA and/or partner use in marketing and/or promoting ESCIB
- Graphic executions used to promote ESCIB programs and inform ESCIB decision-making regarding media relations and communications activities
- Posters, banners, displays, and other executions used to promote and market ESCIB
- Other creative materials identified by EPA
- Copywriting

The Contractor shall assist with the following creative materials and services, as directed by the TOCOR, based on priorities and resources:

- New consumer-facing print piece about ES buildings



- POY C&I video piece
- National Building Competition creative materials (web site, flyers, reports, etc.)
- National Building Competition video piece
- Design and produce new ENERGY STAR certified building sticker
- BYGTW Manufacturing plant poster
- Others as directed by the TOCOR

**Deliverables:** As specified by the TOCOR.

#### **Task 4: WEB SUPPORT FOR C&I COMMUNICATIONS ACTIVITIES**

The Contractor shall assist with the following web support activities, as directed by the TOCOR, based on priorities and resources:

- Reorganization of Communications resources on the web / creation of a visual library
- National Building Competition web site design
- Assist with re-design of new ENERGY STAR Buildings web site
- Web Activity Impact Monthly Reports

**Deliverables:** As specified by the TOCOR.

#### **Task 5: GENERAL SUPPORT FOR C&I COMMUNICATIONS ACTIVITIES**

The Contractor shall provide support for general and sector-specific ESCIB communications as directed by the TOCOR.

The Contractor will provide research, logistics, writing, review, and coordination support, as directed by the TOCOR, for the following activities based on priorities and resources:

- Cobranding posters and psas
- Reviewing and formatting materials created by sectors
- Preparing GPO print files as needed
- Expand image library as needed
- Support for Quarterly communications Web Ex series
- Update / revise ENERGY STAR guidelines handout
- Bi-Annual (Spring / Fall) C&I Newsletter
- Annual assessment of market conditions
- Other as directed by TOCOR

**Deliverables:** As specified by the TOCOR.

|   |  |  |                     |   |                        |  |  |
|---|--|--|---------------------|---|------------------------|--|--|
| <b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>   |  |  | 1. CONTRACT ID CODE |   | PAGE OF PAGES<br>1   2 |  |  |
| 2. AMENDMENT/MODIFICATION NO.<br>001  |  | 3. EFFECTIVE DATE<br>04/11/2011  |                     | 4. REQUISITION/PURCHASE REQ. NO.<br>PR-OAR-11-01124 |                        | 5. PROJECT NO. (If applicable)<br>NEW AWARD                    |  |
| 6. ISSUED BY<br>HPOD<br>US Environmental Protection Agency<br>Headquarters Procurement Operations<br>Ariel Rios Building<br>1200 Pennsylvania Avenue, NW<br>Washington DC 20460 |  | 7. ADMINISTERED BY (If other than Item 6)<br>HPOD<br>US Environmental Protection Agency<br>Headquarters Procurement Operations<br>Ariel Rios Building<br>1200 Pennsylvania Avenue, NW<br>Washington DC 20460 |                     | CODE<br>HPOD  |                        |  |  |
| 8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)<br>CADMUS GROUP, INC. THE<br>57 WATER STREET<br>WATERTOWN MA 024724603                              |  |  |                     | (x)   |                        | 9A. AMENDMENT OF SOLICITATION NO.                              |  |
|   |  |  |                     |   |                        | 9B. DATED (SEE ITEM 11)  |  |
|   |  |  |                     | x   |                        | 10A. MODIFICATION OF CONTRACT/ORDER NO.<br>EP-W-11-022<br>0001 |  |
|   |  |  |                     |   |                        | 10B. DATED (SEE ITEM 13)<br>03/01/2011                         |  |
| CODE (b)(4)   |  | FACILITY CODE  |                     |   |                        |  |  |

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.  
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required) Net Increase: \$92,000.00  
See Schedule

**13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

|           |   |
|-----------|---|
| CHECK ONE | A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.  |
| X         | B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b). |
|           | C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:  |
|           | D. OTHER (Specify type of modification and authority)   |

**E. IMPORTANT:** Contractor ☒ is not, ☐ is required to sign this document and return 0 copies to the issuing office.

**14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)**

TASK ORDER #0001 - MEDIA AND COMMUNICATIONS SUPPORT FOR ENERGY STAR COMMERCIAL AND INDUSTRIAL BRANCH

TOPO: LAUREN PITCHER

The purpose of this modification is to provide incremental funding in the amount of \$92,000.00. As a result, the total ceiling and funded amount increases from \$170,861.00 to \$262,861.00. This task order requires an additional \$420,583.00 to be fully funded.

Total Amount changed from \$170,861.00 to \$262,861.00

Obligated Amount for this modification: \$92,000.00

NEW ACCOUNTING CODE ADDED:

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

|   |                  |   |                  |
|---|------------------|---|------------------|
| 15A. NAME AND TITLE OF SIGNER (Type or print)                           |                  | 16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)<br>Sharron Doherty |                  |
| 15B. CONTRACTOR/OFFEROR<br><br>(Signature of person authorized to sign) | 15C. DATE SIGNED | 16B. UNITED STATES OF AMERICA<br><br>(Signature of Contracting Officer)       | 16C. DATE SIGNED |

## CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED

EP4W-11-022/0001/001

PAGE 2 OF 2

NAME OF OFFEROR OR CONTRACTOR  
CADMUS GROUP, INC. THE

| ITEM NO.<br>(A) | SUPPLIES/SERVICES<br>(B)   | QUANTITY<br>(C) | UNIT<br>(D) | UNIT PRICE<br>(E) | AMOUNT<br>(F) |
|-----------------|--|-----------------|-------------|-------------------|---------------|
|                 | Account code:<br>11-12-B-58E3-105A46CP3-2505-1158EE1305-001<br>Beginning Fiscal Year 11<br>Ending Fiscal Year 12<br>Fund (Appropriation) B<br>Budget Organization 58E3<br>Amount: \$92,000.00<br><br>Delivery Location Code: OAR/OAP/CPD<br>OAR/OAP/CPD<br>US Environmental Protection Agency<br>1200 Pennsylvania Avenue NW<br>Mail Code 6202J<br>OAP/CPD<br>Washington DC 20460 USA<br><br>Payment:<br>RTP Finance Center<br>US Environmental Protection Agency<br>RTP-Finance Center<br>Mail Drop D143-02<br>109 TW Alexander Drive<br>Durham NC 27711<br>FOB: Destination<br>Period of Performance: 03/01/2011 to 02/29/2012 |                 |             |                   |               |



|   |        |   |  |  |  |
|---|--------|---|--|--|--|
| <b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>   |        | 1. CONTRACT ID CODE   |  | PAGE OF PAGES<br>1 2   |  |
| 2. AMENDMENT/MODIFICATION NO.<br>002  |        | 3. EFFECTIVE DATE<br>05/19/2011   |  | 4. REQUISITION/PURCHASE REQ. NO.<br>PR-OAR-11-01370            |  |
| 5. PROJECT NO. (If applicable)<br>NEW AWARD   |        | 6. ISSUED BY<br>CODE HPOD   |  | 7. ADMINISTERED BY (if other than item 6)<br>CODE HPOD         |  |
| HPOD<br>US Environmental Protection Agency<br>Headquarters Procurement Operations<br>Ariel Rios Building<br>1200 Pennsylvania Avenue, NW<br>Washington DC 20460 |        | HPOD<br>US Environmental Protection Agency<br>Headquarters Procurement Operations<br>Ariel Rios Building<br>1200 Pennsylvania Avenue, NW<br>Washington DC 20460 |  |  |  |
| 8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)<br><br>CADMUS GROUP, INC. THE<br>57 WATER STREET<br>WATERTOWN MA 024724603          |        | (x)   |  | 9A. AMENDMENT OF SOLICITATION NO.                              |  |
|   |        |   |  | 9B. DATED (SEE ITEM 11)  |  |
|   |        | x   |  | 10A. MODIFICATION OF CONTRACT/ORDER NO.<br>EP-W-11-022<br>0001 |  |
|   |        |   |  | 10B. DATED (SEE ITEM 13)<br>03/01/2011                         |  |
| CODE  | (b)(4) | FACILITY CODE   |  |  |  |

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

☐ The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.  
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)

Net Increase:

\$200,000.00

See Schedule

**13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

|           |   |
|-----------|---|
| CHECK ONE | A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.  |
| X         | B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b). |
|           | C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:  |
|           | D. OTHER (Specify type of modification and authority)   |

**E. IMPORTANT:** Contractor ☒ is not, ☐ is required to sign this document and return 0 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

TASK ORDER #0001 - MEDIA AND COMMUNICATIONS SUPPORT FOR ENERGY STAR COMMERCIAL AND INDUSTRIAL BRANCH

TOPO: LAUREN PITCHER

The purpose of this modification is to provide incremental funding in the amount of \$200,000.00. As a result the total funded and ceiling amounts increase from \$262,861.00 to \$462,861.00. This task order requires an additional \$220,583.00 to be fully funded. All other terms and conditions of this order remain unchanged and in full force and effect.

Total Amount changed from \$262,861.00 to \$462,861.00

Obligated Amount for this modification: \$200,000.00

Continued ...

Except as provided herein, all terms and conditions of the document referenced in item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

|   |                  |   |                  |
|---|------------------|---|------------------|
| 15A. NAME AND TITLE OF SIGNER (Type or print)                           |                  | 16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)<br>Sharron Doherty |                  |
| 15B. CONTRACTOR/OFFEROR<br><br>(Signature of person authorized to sign) | 15C. DATE SIGNED | 16B. UNITED STATES OF AMERICA<br><br>(Signature of Contracting Officer)       | 16C. DATE SIGNED |

|                           |   |           |         |
|---------------------------|---|-----------|---------|
| <b>CONTINUATION SHEET</b> | REFERENCE NO. OF DOCUMENT BEING CONTINUED<br>EP-W-11-022/0001/002 | PAGE<br>2 | OF<br>2 |
|---------------------------|---|-----------|---------|

NAME OF OFFEROR OR CONTRACTOR  
CADMUS GROUP, INC. THE

| ITEM NO.<br>(A) | SUPPLIES/SERVICES<br>(B)   | QUANTITY<br>(C) | UNIT<br>(D) | UNIT PRICE<br>(E) | AMOUNT<br>(F) |
|-----------------|--|-----------------|-------------|-------------------|---------------|
|                 | <p>NEW ACCOUNTING CODE ADDED:</p> <p>Account code:<br/>11-12-B-58E3-105A46CP3-2505-1158EE1368-001</p> <p>Beginning FiscalYear 11<br/>Ending Fiscal Year 12<br/>Fund (Appropriation) B<br/>Budget Organization 58E3<br/>Amount: \$200,000.00</p> <p>Delivery Location Code: OAR/OAP/CPDP<br/>OAR/OAP/CPDP<br/>US Environmental Protection Agency<br/>1200 Pennsylvania Avenue NW<br/>Mail Code 6202J<br/>OAP/CPDP<br/>Washington DC 20460 USA</p> <p>Payment:<br/>RTP Finance Center<br/>US Environmental Protection Agency<br/>RTP-Finance Center<br/>Mail Drop D143-02<br/>109 TW Alexander Drive<br/>Durham NC 27711</p> <p>FOB: Destination<br/>Period of Performance: 03/01/2011 to 02/29/2012</p> |                 |             |                   |               |



|   |        |   |  |  |  |
|---|--------|---|--|--|--|
| <b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>   |        | 1. CONTRACT ID CODE   |  | PAGE OF PAGES<br>1 2   |  |
| 2. AMENDMENT/MODIFICATION NO.<br>003  |        | 3. EFFECTIVE DATE<br>08/23/2011   |  | 4. REQUISITION/PURCHASE REQ. NO.<br>PR-OAR-11-02224            |  |
| 5. PROJECT NO. (If applicable)<br>NEW AWARD   |        | 6. ISSUED BY<br>CODE HPOD   |  | 7. ADMINISTERED BY (If other than Item 6)<br>CODE HPOD         |  |
| HPOD<br>US Environmental Protection Agency<br>Headquarters Procurement Operations<br>Ariel Rios Building<br>1200 Pennsylvania Avenue, NW<br>Washington DC 20460 |        | HPOD<br>US Environmental Protection Agency<br>Headquarters Procurement Operations<br>Ariel Rios Building<br>1200 Pennsylvania Avenue, NW<br>Washington DC 20460 |  |  |  |
| 8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)<br><br>CADMUS GROUP, INC. THE<br>57 WATER STREET<br>WATERTOWN MA 024724603          |        | (x)   |  | 9A. AMENDMENT OF SOLICITATION NO.                              |  |
|   |        |   |  | 9B. DATED (SEE ITEM 11)  |  |
|   |        | x   |  | 10A. MODIFICATION OF CONTRACT/ORDER NO.<br>EP-W-11-022<br>0001 |  |
|   |        |   |  | 10B. DATED (SEE ITEM 13)<br>03/01/2011                         |  |
| CODE  | (b)(4) | FACILITY CODE   |  |  |  |

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

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Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required) Net Increase: \$125,000.00  
See Schedule

**13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

|           |   |
|-----------|---|
| CHECK ONE | A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.  |
| X         | B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b). |
|           | C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:  |
|           | D. OTHER (Specify type of modification and authority)   |

E. IMPORTANT: Contractor ☒ is not. ☐ is required to sign this document and return 0 copies to the issuing office.

**14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)**

TASK ORDER #0001 - MEDIA AND COMMUNICATIONS SUPPORT FOR ENERGY STAR COMMERCIAL AND INDUSTRIAL BRANCH

TOPO: LAUREN PITCHER

The purpose of this modification is to provide incremental funding in the amount of \$125,000.00. As a result, the total funded amount and ceiling of this Task Order increases from \$462,861.00 to \$587,861.00. This Task Order requires an additional \$95,583.00 to be fully funded.

**LIST OF CHANGES:**

Alternate COR/Project Officer changed to : Leslie Cook

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

|   |                  |   |                  |
|---|------------------|---|------------------|
| 15A. NAME AND TITLE OF SIGNER (Type or print)                           |                  | 16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)<br>Sharron Doherty |                  |
| 15B. CONTRACTOR/OFFEROR<br><br>(Signature of person authorized to sign) | 15C. DATE SIGNED | 16B. UNITED STATES OF AMERICA<br><br>(Signature of Contracting Officer)       | 16C. DATE SIGNED |

## CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED  
EP-W-11-022/0001/003PAGE OF  
2 2NAME OF OFFEROR OR CONTRACTOR  
CADMUS GROUP, INC. THE

| ITEM NO.<br>(A) | SUPPLIES/SERVICES<br>(B)  | QUANTITY<br>(C) | UNIT<br>(D) | UNIT PRICE<br>(E) | AMOUNT<br>(F) |
|-----------------|---|-----------------|-------------|-------------------|---------------|
|                 | <p>Total Amount changed from \$462,861.00 to \$587,861.00<br/>Obligated Amount for this modification:<br/>\$125,000.00</p> <p>NEW ACCOUNTING CODE ADDED:<br/>Account code:<br/>11-12-B-58E3-105A46CP3-2505-1158EE1553-001<br/>Beginning Fiscal Year 11<br/>Ending Fiscal Year 12<br/>Fund (Appropriation) B<br/>Budget Organization 58E3<br/>Amount: \$125,000.00</p> <p>Delivery Location Code: OAR/OAP/CPD<br/>OAR/OAP/CPD<br/>US Environmental Protection Agency<br/>1200 Pennsylvania Avenue NW<br/>Mail Code 6202J<br/>OAP/CPD<br/>Washington DC 20460 USA</p> <p>Payment:<br/>RTP Finance Center<br/>US Environmental Protection Agency<br/>RTP-Finance Center<br/>Mail Drop D143-02<br/>109 TW Alexander Drive<br/>Durham NC 27711</p> <p>FOB: Destination<br/>Period of Performance: 03/01/2011 to 02/29/2012</p> |                 |             |                   |               |



|   |        |   |  |  |  |
|---|--------|---|--|--|--|
| <b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>   |        | 1. CONTRACT ID CODE   |  | PAGE OF PAGES<br>1 2                                   |  |
| 2. AMENDMENT/MODIFICATION NO.<br>004  |        | 3. EFFECTIVE DATE<br>09/02/2011   |  | 4. REQUISITION/PURCHASE REQ. NO.<br>PR-OAR-11-02414    |  |
| 5. PROJECT NO. (if applicable)<br>NEW AWARD   |        | 6. ISSUED BY<br>CODE HPOD   |  | 7. ADMINISTERED BY (if other than Item 6)<br>CODE HPOD |  |
| HPOD<br>US Environmental Protection Agency<br>Headquarters Procurement Operations<br>Ariel Rios Building<br>1200 Pennsylvania Avenue, NW<br>Washington DC 20460 |        | HPOD<br>US Environmental Protection Agency<br>Headquarters Procurement Operations<br>Ariel Rios Building<br>1200 Pennsylvania Avenue, NW<br>Washington DC 20460 |  |  |  |
| 8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)<br>CADMUS GROUP, INC. THE<br>57 WATER STREET<br>WATERTOWN MA 024724603              |        | (x) 9A. AMENDMENT OF SOLICITATION NO.   |  | 9B. DATED (SEE ITEM 11)                                |  |
|   |        | X 10A. MODIFICATION OF CONTRACT/ORDER NO.<br>EP-W-11-022<br>0001.   |  | 10B. DATED (SEE ITEM 13)<br>03/01/2011                 |  |
| CODE  | (b)(4) | FACILITY CODE   |  |  |  |

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.  
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (if required)  
See Schedule Net Increase: \$50,000.00

**13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

|           |   |
|-----------|---|
| CHECK ONE | A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.  |
| X         | B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b). |
|           | C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:  |
|           | D. OTHER (Specify type of modification and authority)   |

**E. IMPORTANT:** Contractor ☒ is not, ☐ is required to sign this document and return 0 copies to the issuing office.

**14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)**

TASK ORDER #0001 - MEDIA AND COMMUNICATIONS SUPPORT FOR ENERGY STAR COMMERCIAL AND INDUSTRIAL BRANCH

TOPO: LAUREN PITCHER

The purpose of this modification is to provide incremental funding in the amount of \$50,000.00. As a result, the total funded amount and ceiling of this Task Order increases from \$587,861.00 to \$637,861.00 This Task Order requires an additional \$45,583.00 to be fully funded.

Total Amount changed from \$587,861.00 to \$637,861.00

Obligated Amount for this modification: \$50,000.00

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

|   |                  |   |                  |
|---|------------------|---|------------------|
| 15A. NAME AND TITLE OF SIGNER (Type or print)                           |                  | 16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)<br>Sharron Doherty |                  |
| 15B. CONTRACTOR/OFFEROR<br><br>(Signature of person authorized to sign) | 15C. DATE SIGNED | 16B. UNITED STATES OF AMERICA<br><br>(Signature of Contracting Officer)       | 16C. DATE SIGNED |

|                    |   |      |    |
|--------------------|---|------|----|
| CONTINUATION SHEET | REFERENCE NO. OF DOCUMENT BEING CONTINUED<br>EP-W-11-022/0001/004 | PAGE | OF |
|                    |   | 2    | 2  |

NAME OF OFFEROR OR CONTRACTOR  
CADMUS GROUP, INC. THE

| ITEM NO.<br>(A) | SUPPLIES/SERVICES<br>(B)  | QUANTITY<br>(C) | UNIT<br>(D) | UNIT PRICE<br>(E) | AMOUNT<br>(F) |
|-----------------|---|-----------------|-------------|-------------------|---------------|
|                 | <p>NEW ACCOUNTING CODE ADDED:</p> <p>Account code:<br/>11-12-B-58E3-105A46CP3-2505-1158EE1597-001</p> <p>Beginning Fiscal Year 11<br/>Ending Fiscal Year 12<br/>Fund (Appropriation) B<br/>Budget Organization 58E3<br/>Amount: \$50,000.00</p> <p>Delivery Location Code: OAR/OAP/CPD<br/>OAR/OAP/CPD<br/>US Environmental Protection Agency<br/>1200 Pennsylvania Avenue NW<br/>Mail Code 6202J<br/>OAP/CPD<br/>Washington DC 20460 USA</p> <p>Payment:<br/>RTP Finance Center<br/>US Environmental Protection Agency<br/>RTP-Finance Center<br/>Mail Drop D143-02<br/>109 TW Alexander Drive<br/>Durham NC 27711</p> <p>FOB: Destination<br/>Period of Performance: 03/01/2011 to 02/29/2012</p> |                 |             |                   |               |



|  |  |  |  |   |  |
|--|--|--|--|---|--|
| <b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>  |  | 1. CONTRACT ID CODE                      |  | PAGE OF PAGES<br>1 2                                      |  |
| 2. AMENDMENT/MODIFICATION NO.<br>005   |  | 3. EFFECTIVE DATE<br>11/29/2011          |  | 4. REQUISITION/PURCHASE REQ. NO.<br>PR-OAR-12-00242       |  |
| 5. PROJECT NO. (If applicable)<br>NEW AWARD  |  | 6. ISSUED BY<br>HPOD                     |  | 7. ADMINISTERED BY (If other than Item 6)<br>HPOD         |  |
| 8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)<br>CADMUS GROUP, INC. THE<br>57 WATER STREET<br>WATERTOWN MA 024724603 |  | 9A. AMENDMENT OF SOLICITATION NO.<br>(x) |  | 9B. DATED (SEE ITEM 11)                                   |  |
| 10A. MODIFICATION OF CONTRACT/ORDER NO.<br>EP-W-11-022<br>0001   |  | 10B. DATED (SEE ITEM 13)<br>03/01/2011   |  | 11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS |  |
| CODE (b)(4)  |  | FACILITY CODE                            |  |   |  |

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended, ☐ is not extended.  
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required)  
See Schedule Net Increase: \$25,000.00

13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.

|           |   |
|-----------|---|
| CHECK ONE | A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.  |
| X         | B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b). |
|           | C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:  |
|           | D. OTHER (Specify type of modification and authority)   |

E. IMPORTANT: Contractor ☒ is not, ☐ is required to sign this document and return 0 copies to the issuing office.

14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)

TASK ORDER #0001 - MEDIA AND COMMUNICATIONS SUPPORT FOR ENERGY STAR COMMERCIAL AND INDUSTRIAL BRANCH

TOPO: LAUREN PITCHER

The purpose of this modification is to provide incremental funding in the amount of \$25,000.00. As a result, the total funded amount and ceiling of this Task Order increases from \$637,861.00 to \$662,861.00. This Task Order requires an additional \$20,583.00 to be fully funded. An additional 500 no-cost hours were added to the approved LOE, making the new approved total LOE 5,611.

Total Amount changed from \$637,861.00 to \$662,861.00

Obligated Amount for this modification: \$25,000.00

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

|   |                  |   |                  |
|---|------------------|---|------------------|
| 15A. NAME AND TITLE OF SIGNER (Type or print)                       |                  | 16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)<br>Sharron Doherty |                  |
| 15B. CONTRACTOR/OFFEROR<br>(Signature of person authorized to sign) | 15C. DATE SIGNED | 16B. UNITED STATES OF AMERICA<br>(Signature of Contracting Officer)           | 16C. DATE SIGNED |



|                           |   |                |
|---------------------------|---|----------------|
| <b>CONTINUATION SHEET</b> | REFERENCE NO. OF DOCUMENT BEING CONTINUED<br>EP-W-11-022/0001/005 | PAGE OF<br>2 2 |
|---------------------------|---|----------------|

NAME OF OFFEROR OR CONTRACTOR  
CADMUS GROUP, INC. THE

| ITEM NO.<br>(A) | SUPPLIES/SERVICES<br>(B)   | QUANTITY<br>(C) | UNIT<br>(D) | UNIT PRICE<br>(E) | AMOUNT<br>(F) |
|-----------------|--|-----------------|-------------|-------------------|---------------|
|                 | <p>NEW ACCOUNTING CODE ADDED:<br/> Account code:<br/> 12-13-B-58E3-101A46XP3-2505-1258EE2069-001<br/> Beginning FiscalYear 12<br/> Ending Fiscal Year 13<br/> Fund (Appropriation) B<br/> Budget Organization 58E3<br/> Amount: \$25,000.00<br/> Percent: 3.77153</p> <p>Delivery Location Code: OAR/OAP/CPD<br/> OAR/OAP/CPD<br/> US Environmental Protection Agency<br/> 1200 Pennsylvania Avenue NW<br/> Mail Code 6202J<br/> OAP/CPD<br/> Washington DC 20460 USA</p> <p>Payment:<br/> RTP Finance Center<br/> US Environmental Protection Agency<br/> RTP-Finance Center<br/> Mail Drop D143-02<br/> 109 TW Alexander Drive<br/> Durham NC 27711</p> <p>FOB: Destination<br/> Period of Performance: 03/01/2011 to 02/29/2012</p> |                 |             |                   |               |

|  |  |                                       |  |  |  |
|--|--|---------------------------------------|--|--|--|
| <b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>  |  | 1. CONTRACT ID CODE                   |  | PAGE OF PAGES<br>1 2   |  |
| 2. AMENDMENT/MODIFICATION NO.<br>006   |  | 3. EFFECTIVE DATE<br>02/03/2012       |  | 4. REQUISITION/PURCHASE REQ. NO.<br>PR-OAR-12-00703            |  |
| 5. PROJECT NO. (If applicable)<br>NEW AWARD  |  | 6. ISSUED BY<br>HPOD                  |  | 7. ADMINISTERED BY (If other than Item 6)<br>HPOD              |  |
| 8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)<br>CADMUS GROUP, INC. THE<br>57 WATER STREET<br>WATERTOWN MA 024724603 |  | (x) 9A. AMENDMENT OF SOLICITATION NO. |  | 9B. DATED (SEE ITEM 11)  |  |
| CODE (b)(4)  |  | FACILITY CODE                         |  | 10A. MODIFICATION OF CONTRACT/ORDER NO.<br>EP-W-11-022<br>0001 |  |
|  |  |                                       |  | 10B. DATED (SEE ITEM 13)<br>03/01/2011                         |  |

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended. ☐ is not extended.  
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required) Net Increase: \$20,583.00  
See Schedule

**13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

|           |   |
|-----------|---|
| CHECK ONE | A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.  |
| X         | B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b). |
|           | C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:  |
|           | D. OTHER (Specify type of modification and authority)   |

**E. IMPORTANT:** Contractor ☒ is not. ☐ is required to sign this document and return 0 copies to the issuing office.

**14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)**

TASK ORDER #0001 - MEDIA AND COMMUNICATIONS SUPPORT FOR ENERGY STAR COMMERCIAL AND INDUSTRIAL BRANCH

TOPO: LAUREN PITCHER

The purpose of this modification is to provide incremental funding in the amount of \$20,583. As a result, the total funded amount and ceiling of this Task Order increase from \$662,861 to \$683,444. The task order is fully funded.

CHANGES FOR LINE ITEM NUMBER: 1

Total Amount changed

from \$662,861.00 to \$683,444.00

Obligated Amount for this modification: \$20,583.00

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

|   |                  |   |                  |
|---|------------------|---|------------------|
| 15A. NAME AND TITLE OF SIGNER (Type or print)                           |                  | 16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)<br>Sharron Doherty |                  |
| 15B. CONTRACTOR/OFFEROR<br><br>(Signature of person authorized to sign) | 15C. DATE SIGNED | 16B. UNITED STATES OF AMERICA<br><br>(Signature of Contracting Officer)       | 16C. DATE SIGNED |

## CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED  
EP-W-11-022/0001/006PAGE OF  
2 2NAME OF OFFEROR OR CONTRACTOR  
CADMUS GROUP, INC. THE

| ITEM NO.<br>(A) | SUPPLIES/SERVICES<br>(B)  | QUANTITY<br>(C) | UNIT<br>(D) | UNIT PRICE<br>(E) | AMOUNT<br>(F) |
|-----------------|---|-----------------|-------------|-------------------|---------------|
|                 | <p>CHANGES FOR DELIVERY LOCATION: OAR/OAP/CPD<br/>Amount changed from \$662,861.00 to \$683,444.00</p> <p>NEW ACCOUNTING CODE ADDED:<br/>Account code:<br/>12-13-B-58E3-101A46XP3-2505-1258EE2153-001<br/>Beginning Fiscal Year 12<br/>Ending Fiscal Year 13<br/>Fund (Appropriation) B<br/>Budget Organization 58E3<br/>Quantity: 0<br/>Amount: \$20,583.00<br/>Percent: 3.10518<br/>Subject To Funding: N<br/>Payment Address:</p> <p>Delivery Location Code: OAR/OAP/CPD<br/>OAR/OAP/CPD<br/>US Environmental Protection Agency<br/>1200 Pennsylvania Avenue NW<br/>Mail Code 6202J<br/>OAP/CPD<br/>Washington DC 20460 USA</p> <p>Payment:<br/>RTP Finance Center<br/>US Environmental Protection Agency<br/>RTP-Finance Center<br/>Mail Drop D143-02<br/>109 TW Alexander Drive<br/>Durham NC 27711<br/>FOB: Destination<br/>Period of Performance: 03/01/2011 to 02/29/2012</p> |                 |             |                   |               |



|   |  |                                 |                     |  |                      |   |  |
|---|--|---------------------------------|---------------------|--|----------------------|---|--|
| <b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>   |  |                                 | 1. CONTRACT ID CODE |  | PAGE OF PAGES<br>1 2 |   |  |
| 2. AMENDMENT/MODIFICATION NO.<br>007  |  | 3. EFFECTIVE DATE<br>05/29/2012 |                     | 4. REQUISITION/PURCHASE REQ. NO.<br>PR-HPOD-12-00361   |                      | 5. PROJECT NO. (If applicable)<br>NEW AWARD |  |
| 6. ISSUED BY<br>HPOD<br>US Environmental Protection Agency<br>Headquarters Procurement Operations<br>Ariel Rios Building<br>1200 Pennsylvania Avenue, NW<br>Washington DC 20460 |  | CODE<br>HPOD                    |                     | 7. ADMINISTERED BY (If other than Item 6)<br>HPOD<br>US Environmental Protection Agency<br>Headquarters Procurement Operations<br>Ariel Rios Building<br>1200 Pennsylvania Avenue, NW<br>Washington DC 20460 |                      | CODE<br>HPOD                                |  |
| 8. NAME AND ADDRESS OF CONTRACTOR (No., street, county, State and ZIP Code)<br><br>CADMUS GROUP, INC. THE<br>57 WATER STREET<br>WATERTOWN MA 024724603                          |  |                                 |                     | (x) 9A. AMENDMENT OF SOLICITATION NO.  |                      |   |  |
|   |  |                                 |                     | 9B. DATED (SEE ITEM 11)  |                      |   |  |
|   |  |                                 |                     | x 10A. MODIFICATION OF CONTRACT/ORDER NO.<br>EP-W-11-022<br>0001   |                      |   |  |
|   |  |                                 |                     | 10B. DATED (SEE ITEM 13)<br>03/01/2011   |                      |   |  |
| CODE (b)(4)   |  | FACILITY CODE                   |                     |  |                      |   |  |

**11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS**

☐ The above numbered solicitation is amended as set forth in Item 14. The hour and date specified for receipt of Offers ☐ is extended. ☐ is not extended.  
Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended, by one of the following methods: (a) By completing Items 8 and 15, and returning \_\_\_\_\_ copies of the amendment; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. FAILURE OF YOUR ACKNOWLEDGEMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER. If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.

12. ACCOUNTING AND APPROPRIATION DATA (If required) Net Decrease: -\$25,643.13  
See Schedule

**13. THIS ITEM ONLY APPLIES TO MODIFICATION OF CONTRACTS/ORDERS. IT MODIFIES THE CONTRACT/ORDER NO. AS DESCRIBED IN ITEM 14.**

|           |   |
|-----------|---|
| CHECK ONE | A. THIS CHANGE ORDER IS ISSUED PURSUANT TO: (Specify authority) THE CHANGES SET FORTH IN ITEM 14 ARE MADE IN THE CONTRACT ORDER NO. IN ITEM 10A.  |
| X         | B. THE ABOVE NUMBERED CONTRACT/ORDER IS MODIFIED TO REFLECT THE ADMINISTRATIVE CHANGES (such as changes in paying office, appropriation date, etc.) SET FORTH IN ITEM 14, PURSUANT TO THE AUTHORITY OF FAR 43.103(b). |
|           | C. THIS SUPPLEMENTAL AGREEMENT IS ENTERED INTO PURSUANT TO AUTHORITY OF:  |
|           | D. OTHER (Specify type of modification and authority)   |

**E. IMPORTANT:** Contractor ☒ is not, ☐ is required to sign this document and return 0 copies to the issuing office.

**14. DESCRIPTION OF AMENDMENT/MODIFICATION (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)**

TASK ORDER #0001 - MEDIA AND COMMUNICATIONS SUPPORT FOR ENERGY STAR COMMERCIAL AND INDUSTRIAL BRANCH

TOPO: LAUREN PITCHER

The purpose of this modification is to de-obligate funds in the amount of \$20,439.30 from DCN 1258EE2153 and \$5,203.83 from DCN 1158EE1597 and to re-obligate these same funds to Task Order #101 under this contract (See Task Order #101 Modification #2). As a result the total funded amount of this order decreases by \$25,643.13 from \$683,444.00 to \$657,800.87.

**LIST OF CHANGES:**

Total Amount for this Modification: -\$25,643.13

New Total Amount for this Award: \$657,800.87

Continued ...

Except as provided herein, all terms and conditions of the document referenced in Item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.

|   |                  |   |                                |
|---|------------------|---|--------------------------------|
| 15A. NAME AND TITLE OF SIGNER (Type or print)                           |                  | 16A. NAME AND TITLE OF CONTRACTING OFFICER (Type or print)<br>Sharron Doherty |                                |
| 15B. CONTRACTOR/OFFEROR<br><br>(Signature of person authorized to sign) | 15C. DATE SIGNED | 16B. UNITED STATES OF AMERICA<br><br>(Signature of Contracting Officer)       | 16C. DATE SIGNED<br>05/29/2012 |

## CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED  
EP-W-11-022/0001/007

PAGE 2 OF 2

NAME OF OFFEROR OR CONTRACTOR  
CADMUS GROUP, INC. THE

| ITEM NO.<br>(A) | SUPPLIES/SERVICES<br>(B)  | QUANTITY<br>(C) | UNIT<br>(D) | UNIT PRICE<br>(E) | AMOUNT<br>(F) |
|-----------------|---|-----------------|-------------|-------------------|---------------|
|                 | <p>CHANGES FOR LINE ITEM NUMBER: 1<br/>Total Amount changed from \$683,444.00 to<br/>\$657,800.87<br/>Obligated Amount for this modification:<br/>-\$25,643.13</p> <p>CHANGES FOR ACCOUNTING CODE:<br/>11-12-B-58E3-105A46CP3-2505-1158EE1597-001<br/>Amount changed from \$50,000.00 to \$44,796.17</p> <p>CHANGES FOR ACCOUNTING CODE:<br/>12-13-B-58E3-101A46XP3-2505-1258EE2153-001<br/>Amount changed from \$20,583.00 to \$143.70</p> <p>Delivery Location Code: OAR/OAP/CPD<br/>OAR/OAP/CPD<br/>US Environmental Protection Agency<br/>1200 Pennsylvania Avenue NW<br/>Mail Code 6202J<br/>OAP/CPD<br/>Washington DC 20460 USA</p> <p>Payment:<br/>RTP Finance Center<br/>US Environmental Protection Agency<br/>RTP-Finance Center<br/>Mail Drop D143-02<br/>109 TW Alexander Drive<br/>Durham NC 27711</p> <p>FOB: Destination<br/>Period of Performance: 03/01/2011 to 02/29/2012</p> |                 |             |                   |               |